

PREPARED BY: M. FIHLANI

- 14.14 Council property
- 14.15 A Councillor in arrears
- 15. Duty of chairpersons of municipal councils
- 16. Breaches of Code
- 17. Application of Code to traditional Leaders
- 18. Ethical behaviour
  - 18.1 Attracting professionals to local government
  - 18.2 Integrity within local government
- 19. Evaluation criteria
- 20. Policy repeal

- The White Paper on the Transformation of the Public Service (1994).
- Public Service Commission (1997)
- The Public Service Regulation (1999)

## 6. Timeframes

This policy comes into operation immediately upon its approval by the Council on 28 May 2014 or at a date determined by Council resolution. This policy will thereafter be reviewed after every 12 months or upon dictates of a national or provincial legislation.

## 7. Definitions

In this policy, unless the context indicate otherwise;-

- (i) **Community** in relation to the municipality means that body of people comprising;
  - The residents of the municipality
  - The ratepayers of the municipality
  - Any civic organisation and non-governmental, private sector or labour organisation or bodies which are involved in local affairs of the municipality;
- (ii) **Constitution** means the Constitution of the Republic of South Africa;
- (iii) **Council** means the Council of Ingquza Hill Local Municipality;
- (iv) **Councillor (s)** means a member (s) of the Council of Ingquza Hill Local Municipality;
- (v) **Municipality** when referred to as “as entity” means municipality as described in Section 2 of the Local Government: Municipal Systems Act 32 of 2000; and when referred to a geographic area means a municipal area determined in terms of the Local Government: Municipal Demarcation Act 27 of 1998;
- (vi) **Policy** means the Ethics Policy;
- (vii) **Public Service Commission** means a Commission established in terms of Section 196 of the Constitution of the Republic of South Africa (1996)

## 8. Ethical conduct at the local sphere of government in South Africa

The following are the ten principles of good governance that govern the implementation and use of this Policy;-

- (i) **Participation:** to encourage all citizens to exercise their right to express their opinion in the process of making decisions concerning the public interest, both directly and indirectly;
- (ii) **Rule of Law:** to realise law enforcement which is fair and impartial for all, without exception, while honouring basic human rights and observing the values prevalent in the society;
- (iii) **Transparency:** to build mutual trust between the government and the public through the provision of information with guaranteed easy access to accurate and adequate information;
- (iv) **Equality:** to provide equal opportunities for all members of the society to improve their welfare;
- (v) **Responsiveness:** to increase the sensitivity of government administrators to the aspirations of the public;
- (vi) **Vision:** to develop the region based on a clear vision and strategy, with participation of the citizenry in all the processes of development so that they acquire a sense of ownership and responsibility for the progress of their regions;
- (vii) **Accountability:** to increase the accountability of decision-makers with regard to decisions in all matters involving the public interest;
- (viii) **Oversight:** to increase the efforts of supervision in the operation of government and the implementation of development by involving the private sector and the general public;
- (ix) **Efficiency and Effectiveness:** to guarantee public service delivery by utilizing all available resources optimally and responsibly; and
- (x) **Professionalism:** to enhance the capacity and moral disposition of government administrators so that they are capable of providing easy, fast, accurate and affordable services. These principles are imperatives to enhance an ethical environment for good local governance.

## 11. Background

Councillors and Officials may often be faced with choices that require them to make decisions that have no clear cut resolution and are likely to be highly problematic.

In other words ethics is the exercise of a capacity to discriminate among available courses of action on the basis of interpretation of shared values embedded in an ongoing institutional practice and in a broader form of communal life.

### **13. Causes of corruption in local government**

The elements of good governance can be hampered by several types of political corruption that occur in local government. Some are more common than others, and some are more prevalent to local government than to larger segments of government. Local government may be more susceptible to corruption because interactions between private individuals and officials happen at greater levels of intimacy and with more frequency at more decentralized levels. Forms of corruption pertaining to money like bribery, extortion, embezzlement, and graft are found in local government systems. Other forms of political corruption are nepotism and patronage.

In terms of the Prevention of Corruption Act, 1992 ***“any person is deemed guilty of a corruptible offence whenever such a person corruptly accepts, obtains, or agrees to accept any gift as an inducement or reward for himself / herself or any other person, the result of such an action leading to favour or disfavour being shown to the party offering the inducement; and any person corruptly accepts any gift from a party as an inducement or reward for rendering services on behalf and in favour of the designated party.”***

Corruption therefore symbolizes any conduct or behaviour in relation to persons entrusted with responsibilities in public office which violates their duties as Councilors and Officials and which is aimed at obtaining undue gratification of any kind for themselves or for others.

Socio-economic characteristics, size of the population and infrastructure development potential in municipalities are some of the causes of corruption at grass-root level.

A municipal council may impose a fine as determined by the standing rules and orders of the municipal council on a councillor for: not attending a meeting which that councillor is required to attend; or failing to remain in attendance at such a meeting. A councillor who is absent from three or more consecutive meetings of a municipal council, or from three or more consecutive meetings of a committee, which that councillor is required to attend, must be removed from office as a councillor.

Proceedings for the imposition of a fine or the removal of a councillor must be conducted in accordance with a uniform standing procedure, which each municipal council must adopt for the purposes of this item. The uniform standing procedure must comply with the rules of natural justice.

#### **14.7 Disclosure of interests**

A councillor must disclose to the municipal council, or to any committee of which that councillor is a member, any direct or indirect personal or private business interest that that councillor, or any spouse, partner or business associate of that councillor may have in any matter before the council or the committee; and withdraw from the proceedings of the council or committee when that matter is considered by the council or committee, unless the council or committee concerned decides that the councillor's direct or indirect interest in the matter is trivial or irrelevant. A councillor who, or whose spouse, partner, business associate or close family member, acquired or stands to acquire any direct benefit from a contract concluded with the municipality, must disclose full particulars of the benefit of which the councillor is aware at the first meeting of the municipal council at which it is possible for the councillor to make the disclosure.

#### **14.8 Personal gain**

A councillor may not use the position or privileges of a councillor, or confidential information obtained as a councillor, for private gain or to improperly benefit another person.

#### **14.9 Declaration of interests**

When elected or appointed, a councillor must within 60 days declare in writing to the municipal manager the following financial interests held by that councillor:

- (a) shares and securities in any company;
- (b) membership of any close corporation;
- (c) interest in any trust;
- (d) directorships;
- (e) partnerships;
- (f) other financial interests in any business undertaking;
- (g) employment and remuneration;
- (h) interest in property;
- (i) pension;
- (j) and subsidies, grants and sponsorships by any organisation.

Any change in the nature or detail of the financial interests of a councillor must be declared in writing to the municipal manager annually. Gifts received by a councillor above a prescribed amount must also be declared. The municipal council must determine which of the financial interests must be made public having regard to the need for confidentiality and the public interest for disclosure.

#### **14.10 Full-time councillors**

A councillor who is a full-time councillor may not undertake any other paid work, except with the consent of a municipal council which consent shall not unreasonably be withheld.

#### **14.11 Rewards, gifts and favours**

A councillor may not request, solicit or accept any reward, gift or favour for voting or not voting in a particular manner on any matter before the municipal council or before a committee of which that councillor is a member; persuading the councillor any committee in regard to the exercise of any power, function or duty; making a representation to the council or any committee of the council; or disclosing privileged or confidential information.

#### **14.12 Unauthorised disclosure of information**

investigation of the facts and circumstances of the alleged breach; give the councillor a reasonable opportunity to reply in writing regarding the alleged breach and report the matter to a meeting of the municipal council.

A report is open to the public. The chairperson must report the outcome of the investigation to the MEC for local government in the province concerned. The chairperson must ensure that each councillor when taking office is given a copy of this Code and that a copy of the Code is available in every room or place where the council meets.

### **16. Breaches of Code**

A municipal council may investigate and make a finding on any alleged breach of a provision of this Code; or establish a special committee to investigate and make a finding on any alleged breach of this Code; and to make appropriate recommendations to the council. If the council or a special committee finds that a councillor has breached a provision of this Code, the council may issue a formal warning to the councillor; reprimand the councillor; request the MEC for local government in the province to suspend the councillor for a period; fine the councillor or and request the MEC to remove the councillor from office.

Any councillor who has been warned, reprimanded or fined may, within 14 days of having been notified of the decision of council, appeal to the MEC for local government in writing, setting out the reasons on which the appeal is based. A copy of the appeal must be provided to the council. The council may within 14 days of receipt of the appeal make any representation pertaining to the appeal to the MEC for local government in writing.

The MEC for local government may, after having considered the appeal, confirm, set aside or vary the decision of the council and inform the councillor and the council of the outcome of the appeal. The MEC for local government may appoint a person or a committee to investigate any alleged breach of a provision of this Code and to make a recommendation on whether the councillor should be suspended or removed from

**19. Evaluation criteria**

The success of this policy will be measured by;-


- (i) Reduction in deputation of cases of undisclosed Councillors and Officials
- (ii) Adherence to good ethics

**20. Policy repeal**

All previously adopted Council Resolutions on any matter herein are addressed by this policy.

APPROVED/ ADOPTED BY COUNCIL

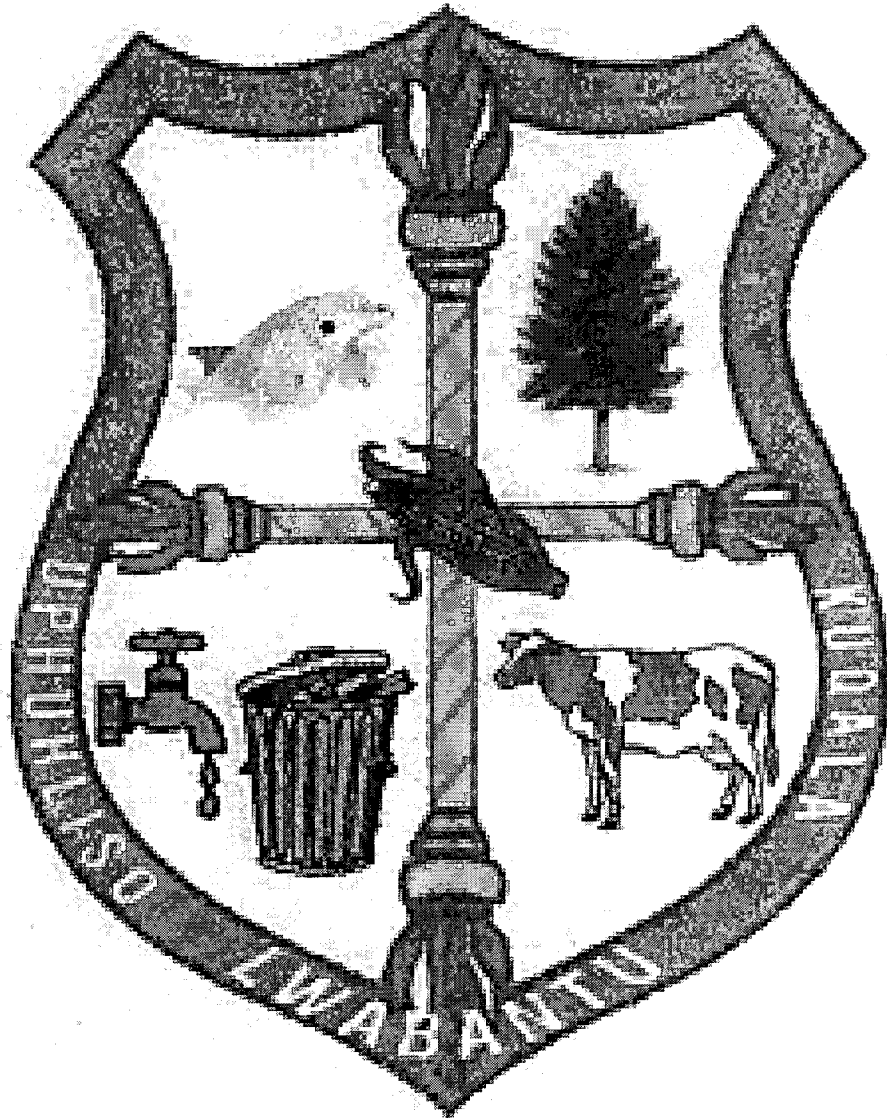
YES

  
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HIS WORSHIP THE MAYOR

28/05/14  
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DATE APPROVED/ ADOPTED BY COUNCIL



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## **1. Preamble**

Ingquza Hill Local Municipality acknowledges commitment to the development of culture of promoting good ethics and professionalism by Councillors and Officials. This municipality has a legal obligation to ensure the enforcement of existing ethics and code of conduct available in our country as stipulated by 1996 Constitution of the Republic of South Africa (Act 108 of 1996), White Paper on the Transformation of the Public Service (1994), Public Service Regulation (1999) and other pieces of legislation.

## **2. Purpose**

The purpose of this Ethics Policy is to provide guidelines to employees with regard to their relationship with the legislature, political and executive office-bearers, other employees and the public and to indicate the spirit in which employees should perform their duties, what should be done to avoid conflict of interests and what is expected of them in terms of their personal conduct in public and private life within Ingquza Hill Local Municipality.

## **3. Objectives**

The objectives of this Ethics Policy include;-

- To ensure proper enforcement of good ethics within the carrying out of their duties.
- To establish proper mechanisms, processes and procedures for ethics.

## **4. Scope**

The scope of this ethics policy applies to all Councillors and Officials of Ingquza Hill Local Municipality.

## **5. Legal Framework**

This policy is necessitated to comply with the following pieces of legislation;-

- The Constitution of the Republic of South Africa (Act 108 of 1996).
- The Public Service Amendment Act (2007)

- The White Paper on the Transformation of the Public Service (1994).
- Public Service Commission (1997)
- The Public Service Regulation (1999)

## 6. Timeframes

This policy comes into operation immediately upon its approval by the Council on 28 May 2014 or at a date determined by Council resolution. This policy will thereafter be reviewed after every 12 months or upon dictates of a national or provincial legislation.

## 7. Definitions

In this policy, unless the context indicate otherwise;-

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## 8. Ethical conduct at the local sphere of government in South Africa

A "Code of Ethics" is a requisite for good governance in South Africa. The purpose of Municipal Code of Ethics is -

- *to ensure transparency and ethical conduct by government and officials;*
- *to restore or foster public trust and citizen confidence in the administration of governance; and*
- *to demonstrate a formal and codified commitment to ethical behaviour by both councillors and officials.*

## **9. Significance of code of conduct/ ethics**

Ethical standards in the public sector are promoted through the process of implementation and oversight over the application of codes of conduct. Such regulatory practices conform to specific norms namely:

### **9.1 Creation**

The process of producing a code of ethics must itself be an exercise in ethics. It must intentionally involve all members of the social group that it will include and represent. This necessitates a system or process of setting out "from top to bottom", from the sundry to the specific, and constitutes progressive agreements in such a way that the final result is recognized as representative of all the moral and ethical characteristics of the group;

### **9.2 Determining jurisdiction**

Municipalities need to designate individuals responsible for establishing enforcement guidelines and advisory procedures and include named entities within the code of ethics;

### **9.3 Disseminating the Code of Ethics**

Municipal Councillors, employees and officials must understand the rules, obligations and expectations of standards to which they must abide

## **10. Principles of this ethics policy**

The following are the ten principles of good governance that govern the implementation and use of this Policy;-

- (i) **Participation:** to encourage all citizens to exercise their right to express their opinion in the process of making decisions concerning the public interest, both directly and indirectly;
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- (x) **Professionalism:** to enhance the capacity and moral disposition of government administrators so that they are capable of providing easy, fast, accurate and affordable services. These principles are imperatives to enhance an ethical environment for good local governance.

## 11. Background

The legislation and upholding of good conduct by municipal Councillors and Officials is a pre-requisite for the maintenance of good governance and accelerated service delivery. The White Paper on the Transformation of the Public Service 1994 identified the need for a code of conduct in South Africa as an essential element to enhance high standards of ethics and professionalism. In 1996, the Constitution of the Republic of South Africa prescribed the values and principles of Public Administration. Subsequently, the Public Service Commission developed a Code of Conduct in 1997. The legitimacy of local government is based on the same principles of ethics and professionalism as that of the national government and it is imperative to implement an ethical framework for social and economic development at grass-root level.

The image of a government depends upon the conduct of Councillors and Officials and the perceptions of its citizenry regarding the acceptable standards of services offered by its municipal council. It is, therefore, of a fundamental importance that *Councillors and Officials act justly and fairly to one and all, and not only pay lip service to transparency and openness* but also ensure that these are manifested based on the Batho Pele principles. It is also imperative that each public functionary, upon accepting government appointment or employment in any sphere, takes cognisance of the fact that there is a special duty to be open, fair and impartial in interacting with the public.

## **12. Meaning and nature of concepts of “ethics” and “good governance”**

Ethics is concerned with what is essentially human in our nature. In thinking and acting in an ethical manner, the individual makes himself a witness to what positively distinguishes humans: the quest for dignity. Ethics, therefore, is not about the self in isolation but fundamentally has a social quality.

Ethics is also viewed as “about what we ought to do”. These perspectives imply that an ethical judgement often may need to be made about a given problem or situation.

Councillors and Officials may often be faced with choices that require them to make decisions that have no clear cut resolution and are likely to be highly problematic. In other words ethics is the exercise of a capacity to discriminate among available courses of action on the basis of interpretation of shared values embedded in an ongoing institutional practice and in a broader form of communal life.

### **13. Causes of corruption in local government**

The elements of good governance can be hampered by several types of political corruption that occur in local government. Some are more common than others, and some are more prevalent to local government than to larger segments of government. Local government may be more susceptible to corruption because interactions between private individuals and officials happen at greater levels of intimacy and with more frequency at more decentralized levels. Forms of corruption pertaining to money like bribery, extortion, embezzlement, and graft are found in local government systems. Other forms of political corruption are nepotism and patronage.

In terms of the Prevention of Corruption Act, 1992 ***“any person is deemed guilty of a corruptible offence whenever such a person corruptly accepts, obtains, or agrees to accept any gift as an inducement or reward for himself / herself or any other person, the result of such an action leading to favour or disfavour being shown to the party offering the inducement; and any person corruptly accepts any gift from a party as an inducement or reward for rendering services on behalf and in favour of the designated party.”***

Corruption therefore symbolizes any conduct or behaviour in relation to persons entrusted with responsibilities in public office which violates their duties as Councilors and Officials and which is aimed at obtaining undue gratification of any kind for themselves or for others.

Socio-economic characteristics, size of the population and infrastructure development potential in municipalities are some of the causes of corruption at grass-root level.

Other causes are the inability of many municipalities to comply with financial regulations.

There has been a marked increase in unethical conduct and corruption in local government in South Africa in the past. The Government has acknowledged that the matter has to be addressed as a matter of urgency in South Africa as it impacts negatively on service delivery. The Republic of South Africa Constitution Act of 1996 provides the constitutional basis for promoting ethical conduct. The Local Government: Municipal Systems Act No. 32 of 2000 contains codes of conduct for both councillors and staff. It is expected that these codes will present challenges to both local politicians and staff in setting up the culture of an ethical and corruption-free environment in local government. Within this framework and the broader context of local government, the community, Councillors and officials will have to seriously take cognisance of the institutional and administrative measures on hand to enhance ethical conduct and counter corruption. The curbing of corruption and enhancing of ethical conduct would, in the final analysis, ensure that the public interest is promoted and protected by addressing the needs and desires of the local citizenry.

The subject of ethics in South African local government has always evoked a great degree of interest in our relatively new democracy, particularly, as the local sphere of government is much closer to local communities compared to its provincial and national counterparts. It is also not uncommon for members of the public to view councillors and municipal staff members with suspicion and distrust, which is often attributable to past experiences of improper conduct on the part of certain individuals. It is for this reason that transparency and accountability tend to form the cornerstone of any legislation dealing with local government

#### **14. Code of Conduct for Councillors, Schedule 1 of the Local Government Municipal Systems Act, No. 32 of 2000**

##### **14.1 Preamble**

Councillors are elected to represent local communities on municipal councils, to ensure that municipalities have structured mechanisms of accountability to local communities, and to meet the priority needs of communities by providing services equitably, effectively and sustainably within the means of the municipality. In fulfilling this role, councillors must be accountable to local communities and report back at least quarterly to constituencies on council matters, including the performance of the municipality in terms of established indicators. In order to ensure that councillors fulfill their obligations to their communities, and support the achievement by the municipality of its objectives set out in section 19 of the Municipal Structures Act, the following Code of Conduct is established.

#### **14.2 Definitions**

**“Partner”** means a person who permanently lives with another person in a manner as if married

#### **14.3 General conduct of councillors**

A councillor must perform the functions of office in good faith, honestly and in a transparent manner; and at all times act in the best interest of the municipality and in such a way that the credibility and integrity of the municipality are not compromised.

#### **14.4 A Voting at meetings**

A councillor may not vote in favour of or agree to a resolution which is before the council or a committee of the council which conflicts with any legislation applicable to local government.

#### **14.5 Attendance at meetings**

A councillor must attend each meeting of the municipal council and of a committee of which that councillor is a member, except when leave of absence is granted in terms of an applicable law or as determined by the rules and orders of the council; or that councillor is required in terms of this Code to withdraw from the meeting.

#### **14.6 Sanctions for non-attendance of meetings**

A municipal council may impose a fine as determined by the standing rules and orders of the municipal council on a councillor for: not attending a meeting which that councillor is required to attend; or failing to remain in attendance at such a meeting. A councillor who is absent from three or more consecutive meetings of a municipal council, or from three or more consecutive meetings of a committee, which that councillor is required to attend, must be removed from office as a councillor.

Proceedings for the imposition of a fine or the removal of a councillor must be conducted in accordance with a uniform standing procedure, which each municipal council must adopt for the purposes of this item. The uniform standing procedure must comply with the rules of natural justice.

#### **14.7 Disclosure of interests**

A councillor must disclose to the municipal council, or to any committee of which that councillor is a member, any direct or indirect personal or private business interest that that councillor, or any spouse, partner or business associate of that councillor may have in any matter before the council or the committee; and withdraw from the proceedings of the council or committee when that matter is considered by the council or committee, unless the council or committee concerned decides that the councillor's direct or indirect interest in the matter is trivial or irrelevant. A councillor who, or whose spouse, partner, business associate or close family member, acquired or stands to acquire any direct benefit from a contract concluded with the municipality, must disclose full particulars of the benefit of which the councillor is aware at the first meeting of the municipal council at which it is possible for the councillor to make the disclosure.

#### **14.8 Personal gain**

A councillor may not use the position or privileges of a councillor, or confidential information obtained as a councillor, for private gain or to improperly benefit another person.

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When elected or appointed, a councillor must within 60 days declare in writing to the municipal manager the following financial interests held by that councillor:

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- (b) membership of any close corporation;
- (c) interest in any trust;
- (d) directorships;
- (e) partnerships;
- (f) other financial interests in any business undertaking;
- (g) employment and remuneration;
- (h) interest in property;
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- (j) and subsidies, grants and sponsorships by any organisation.

Any change in the nature or detail of the financial interests of a councillor must be declared in writing to the municipal manager annually. Gifts received by a councillor above a prescribed amount must also be declared. The municipal council must determine which of the financial interests must be made public having regard to the need for confidentiality and the public interest for disclosure.

#### **14.10 Full-time councillors**

A councillor who is a full-time councillor may not undertake any other paid work, except with the consent of a municipal council which consent shall not unreasonably be withheld.

#### **14.11 Rewards, gifts and favours**

A councillor may not request, solicit or accept any reward, gift or favour for voting or not voting in a particular manner on any matter before the municipal council or before a committee of which that councillor is a member; persuading the councillor any committee in regard to the exercise of any power, function or duty; making a representation to the council or any committee of the council; or disclosing privileged or confidential information.

#### **14.12 Unauthorised disclosure of information**

A councillor may not without the permission of the municipal council or a committee thereof disclose any privileged or confidential information of the council or such committee to any unauthorised person.

For the purpose of this item "privileged or confidential information" includes any information determined by the municipal council or committee to be privileged or confidential; discussed in closed session by the council or committee; disclosure of which would violate a person's right to privacy; or declared to be privileged, confidential or secret in terms of law. This item does not derogate from the right of any person to access to information in terms of national legislation.

#### **14.13 Intervention in administration**

A councillor may not, except as provided by law, interfere in the management or administration of any department of the municipality unless mandated by council; give or purport to give any instruction to any employee of the council except when authorised to do so; obstruct or attempt to obstruct the implementation of any decision of the council or a committee by an employee of the council; or encourage or participate in any conduct which would cause or contribute to maladministration in the council.

#### **14.14 Council property**

A councillor may not use, take, acquire or benefit from any property or asset owned, controlled or managed by the municipality to which that councillor has no right.

#### **14.15 A Councillor in arrears**

A councillor may not be in arrears to the municipality for rates and service charges for a period longer than 3 months.

### **15. Duty of chairpersons of municipal councils**

If the chairperson of a municipal council, on reasonable suspicion, is of the opinion that a provision of this Code has been breached, the chairperson must authorise an

investigation of the facts and circumstances of the alleged breach; give the councillor a reasonable opportunity to reply in writing regarding the alleged breach and report the matter to a meeting of the municipal council.

A report is open to the public. The chairperson must report the outcome of the investigation to the MEC for local government in the province concerned. The chairperson must ensure that each councillor when taking office is given a copy of this Code and that a copy of the Code is available in every room or place where the council meets.

### **16. Breaches of Code**

A municipal council may investigate and make a finding on any alleged breach of a provision of this Code; or establish a special committee to investigate and make a finding on any alleged breach of this Code; and to make appropriate recommendations to the council. If the council or a special committee finds that a councillor has breached a provision of this Code, the council may issue a formal warning to the councillor; reprimand the councillor; request the MEC for local government in the province to suspend the councillor for a period; fine the councillor or and request the MEC to remove the councillor from office.

Any councillor who has been warned, reprimanded or fined may, within 14 days of having been notified of the decision of council, appeal to the MEC for local government in writing, setting out the reasons on which the appeal is based. A copy of the appeal must be provided to the council. The council may within 14 days of receipt of the appeal make any representation pertaining to the appeal to the MEC for local government in writing.

The MEC for local government may, after having considered the appeal, confirm, set aside or vary the decision of the council and inform the councillor and the council of the outcome of the appeal. The MEC for local government may appoint a person or a committee to investigate any alleged breach of a provision of this Code and to make a recommendation on whether the councillor should be suspended or removed from

office. The Commissions Act, 1947 (Act No.8 of 1947), may be applied to an investigation.

If the MEC is of the opinion that the councillor has breached a provision of this Code, and that such contravention warrants a suspension or removal from office, the MEC may suspend the councillor for a period and on conditions determined by the MEC or remove the councillor from office. Any investigation in terms of this item must be in accordance with the rules of natural justice.

### **17. Application of Code to traditional leaders**

The above items must be applied to the traditional leader in the same way they apply to councillors. If a municipal council or a special committee finds that a traditional leader has breached a provision of this Code, the council may issue a formal warning to the traditional leader or request the MEC for local government in the province to suspend or cancel the traditional leader's right to participate in the proceedings of the council.

The MEC for local government may appoint a person or a committee to investigate any alleged breach of a provision of this Code and to make a recommendation on whether the right of the traditional leader to participate in the proceedings of the municipal council should be suspended or cancelled. The Commissions Act, 1947, may be applied to an investigation.

If the MEC is of the opinion that the traditional leader has breached a provision of this Code, and that such breach warrants a suspension or cancellation of the traditional leader's right to participate in the council's proceedings, the MEC may suspend that right for a period and on conditions determined by the MEC or cancel that right. Any investigation in terms of this item must be in accordance with the rules of natural justice. The suspension or cancellation of a traditional leader's right to participate in the proceedings of a council does not affect that traditional leader's right to address the council.

The Code of Conduct is a requisite to regulate the environment of transparency and accountability. The cases of misconduct which are not expressly provided for in terms of the Code of Conduct may be further regulated by the council in terms of Section 160 of the Constitution, which deals with the internal procedures of a municipal council. For instance, the council would be entitled to incorporate into its standing rules and orders any act of misconduct which is not expressly provided for in the Code of Conduct for Councillors.

## **18. Ethical behaviour**

### **18. 1 Attracting professionals to local government**

Emphasis should be on portraying involvement in local government as a professional business. Politicians should realise that they have a professional obligation to render services in the best possible ways to the community, their clients.

### **18. 2 Integrity within local government**

There are increased concerns about corruption in all government spheres. Activities of municipalities should be characterized by openness and honesty towards all stakeholders concerned to ensure the establishment of sustained relations of trust between the authorities and local communities.

**19. Evaluation criteria**

The success of this policy will be measured by:-


- (i) Reduction in deputation of cases of undisclosed Councillors and Officials
- (ii) Adherence to good ethics

**20. Policy repeal**

All previously adopted Council Resolutions on any matter herein are addressed by this policy.

APPROVED/ ADOPTED BY COUNCIL

YES

  
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HIS WORSHIP THE MAYOR

DATE APPROVED/ ADOPTED BY COUNCIL